

Development Services Department

NEWSLETTER - First Edition



"Development Services...guiding today, shaping tomorrow."

**Administration • Planning • GIS
Codes • Community Development • MTPO**

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A New Approach

As your new director of Development Services, I would like to welcome you to the First Edition of the Johnson City's Development Services Newsletter! In January of this year, I started in this newly created position. For the past 6 1/2 years, I have been the City Administrator for White House, TN. I have a Bachelor of Arts degree from the University of Tennessee and a Master of City of Management degree from East Tennessee State University. I grew up in this area, and am so excited to be back working in the community that I care so much about.

We, as a department, will be preparing a newsletter on a quarterly basis to keep our customers informed of any upcoming events, newly passed laws or just asking for input. So with this being the first edition, we wanted to use it to introduce all the divisions of the department and what our plan is for the future. A couple of months ago, all of the staff created a strategic plan for the department, a mission statement, and guiding principles to follow as we accomplish our goals.

The City of Johnson City's Development Services Department is comprised of 24.5 full time members who are organized into five divisions: Planning, Geographic Information Systems (GIS), Codes, Community Development, and the Metropolitan Transportation Planning Organization (MTPO).

The overall mission of this newly formed department is: "The Johnson City Development Services Department is committed to a comprehensive approach to guide and shape quality development in our region."

Our guiding principles in achieving this mission are as follows: 1) Responsiveness and Exceptional Service; 2) Fairness and Impartiality; and 3) Integrity and Professionalism.



Our current goals are to: improve our communication processes; work to achieve consistency in operations; understand and document the roles and responsibilities of each position in our new department and communicate this as necessary to employees, other departments, and our customers; build positive customer/employee relationships and improve our public image; and to identify the needs and expectations other departments have of Development Services.

With this in mind, the newly created Development Services Department is ready to commence on a new journey with a new perspective to serve our customers.

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The Planning Division develops and administers city-wide planning in accordance with the Comprehensive Plan, a legal document that reflects the community's vision for its long-range physical development, as well as through its neighborhood planning process, which guides the future development of the City and its Urban Growth Boundary (UGB).

The division is responsible for rezonings, annexations, subdivisions, right-of-way abandonments, Zoning Code text amendments, site plan approvals, and other development related requests. The division is also responsible for maintaining an up-to-date Zoning Ordinance and maps; as well as, the Subdivision Regulations and Parking, Lighting, and Landscape requirements of the Zoning Code that regulate the type/quality of development in the city

and the surrounding area. Staff also provides assistance on replatting land.

There are three boards and committees the Planning division staff serves: the Johnson City Regional Planning Commission; Board of Zoning Appeals; and the Historic Zoning Commission.

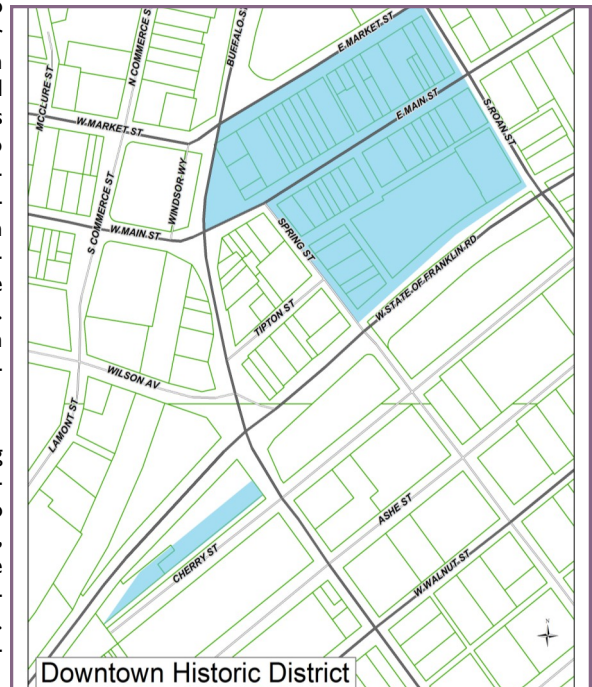
"A good plan is like a road map: it shows the final destination and usually the best way to get there."
- H. Stanelly Judd



HZC – The Johnson City Historic Zoning Commission (HZC) reviews all requests for the establishment of Historic Districts and processes applications for Certificates of Appropriateness for: 1) changes in external appearance of existing structures; 2) design of new structures and additions; and 3) for demolition of existing structures within established Historic Districts. The HZC meets the fourth Tuesday of each month at 5:30 p.m. in the Administrative Conference Room of the Municipal and Safety Building.

JCRPC – The Johnson City Regional Planning Commission (JCRPC) consists of ten citizens, eight of whom are appointed to (3) three-year terms by the Mayor while two are held by City Commissioners or their designees. The Planning Commission reviews all rezonings, annexations, and right-of-way abandonments and makes recommendations for approval or denial to the Board of Commissioners. The Planning Commission also makes recommendations on land use policy issues through the Subdivision Regulations, Zoning Ordinance, and the Comprehensive Plan. The Planning Commission meets at 6:00 p.m. on the second Tuesday of each month in the Commission Chambers of the Municipal and Safety Building.

BZA – Local Boards of Zoning Appeals (BZA) are authorized by the Tennessee Code Annotated to consider variances, special exceptions, administrative reviews, and Zoning Code interpretations. The BZA meets the second Tuesday of each month at 9:00 a.m. in the Commission Chambers of the Municipal and Safety Building.



BOARD SPOTLIGHT

Members of the
Board of Zoning Appeals

Dwight Harrell, Chairman

Steve Meroney, Vice-Chairman

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Geographic Information Systems (GIS)

The Geographic Information Systems (GIS) Division's primary function is to provide mapping and spatial analyses to city departments and to offer such services to other public and private entities at a reasonable cost.

GIS activities focus principally on:

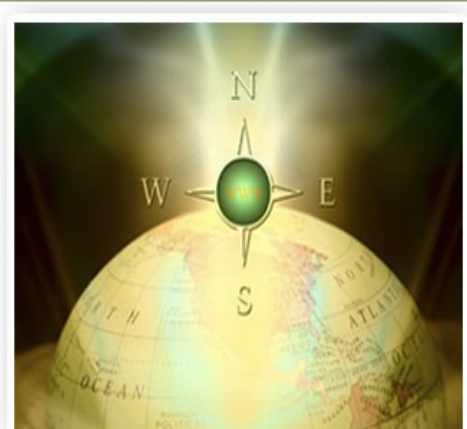
- 1) Creating, managing, updating, and enhancing database layers of geographically located features and corresponding feature information;
- 2) Creating maps and statistical data from the database layers;
- 3) Use spatial models to perform analyses on real world problems;
- 4) Support city staff in their efforts to use GIS application programs;
- 5) Assist city staff with GIS and mapping needs for special projects; and
- 6) Maintain the city's Zoning map and City Street map.

Pricing for GIS Services

- 8.5 x 11 map excluding contour data: **Free** (can send a digital or print a hard copy)
 - City Street map, Elem. School Zones map, or similar: **\$10**
 - Zoning map 1:24000 scale: **\$18**
 - Custom mapping or analysis labor charge: **\$50/hr. for 1st hr., \$30/hr. for every additional hr.**
 - Digital data exports including contours for CAD: **Labor charge plus \$2.375/acre**
 - Hard copy contour maps: **Labor charge plus \$ 1.00/acre**
- For all other requests, please contact the GIS Division. We do have set charges for data layers and other pre-designed maps.

What is GIS?

A Geographic Information System is a computer based tool used for storing, displaying, manipulating, and analyzing large amounts of geographically referenced information. This tool includes computer hardware, software, data storage capabilities, and the data. Geographic Information Systems Technology allows local governments to operate more efficiently by providing timely information and solutions to elected officials and public administrators. There is no doubt that for many, the term GIS is synonymous with mapping. Technically, it is not. While mapping is a highly useful and sometimes artful rendering or product of GIS technology, it improves upon traditional mapping by relating attributes to spatial features, which enables users to query and analyze data in a more comprehensive and meaningful way. For this reason, the strength of a GIS can be attributed to the related databases and the ability to overlay many different queries and layers at one time and in one place. GIS is about Managing Data. It combines layers of information about a place to give you a better understanding of that place. Depending on your purpose, you can combine different layers of information to analyze things such as environmental damage after a storm, viewing similar crimes in a city to detect a pattern, or finding the best location for a fire station based on set criteria.



Codes

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Codes

The Codes Division is responsible for accepting plans and generating plans review on all phases of construction in Johnson City, including building, electrical, plumbing, gas/mechanical, site, fire, etc. This applies to all new residential and commercial development, renovations, repairs, and additions. Following completion of plans review, permits are issued for each phase of construction to licensed and bonded contractors. Required inspections are conducted by the Codes division, with results documented throughout the construction process.

Once the process is complete, a Certificate of Occupancy is issued for each project when necessary. In addition, the Codes division is responsible for responding and resolving issues concerning dilapidated structures and nuisance abatement (overgrown property, trash, and inoperable vehicles) to help maintain and promote a safe and healthy environment for the city. The division works with the Board of Building Codes and Board of Dwelling Standards to resolve disputes.

Upcoming 2012 Building Codes -

The Codes Division is currently reviewing the 2012 International Codes for adoption in 2013. We will be wanting feedback and comments from the development and building community on these updates. If you are interested in serving on the 2012 Codes Review Committee, please contact Dave Jenny, Chief Building Official at: djenny@johnsoncitytn.org.

BUILDING REPORT

YEAR	TOTAL PERMITS	NEW SINGLE	NEW MULTI -FAMILY	NEW COMMERCIAL
2007	1669	170	189	26
2008	1625	113	540	24
2009	1425	116	65	8
2010	3679	87	358	38
2011	3401	74	140	16

SUBDIVISIONS

YEAR	# OF SUBS	# OF LOTS	MINOR REPLATS	TOTAL # OF LOTS
2007	20	171	103	274
2008	9	120	97	217
2009	4	27	89	116
2010	2	36	72	108
2011	1	10	80	90

Meet the Chief

In March, Development Services Director, Angie Carrier announced in a News Release that longtime city inspector, Dave Jenny, had been promoted to chief building official.

"I believe that we have found an invaluable asset within our department," Carrier said. "He has an enormous amount of experience, is very knowledgeable, uses a common-sense approach to problem solving, and he has a natural ability to lead."

Jenny was hired to be the City's first mechanical inspector in December 1984. He has spent the past 27 years inspecting all types of ventilation, heat and air units, and gas installations. He is certified through the International Codes Council and the state Fire Marshal's Office as a mechanical inspector, mechanical plans inspector and plumbing inspector. He will now supervise a staff of 12 in the Codes Division of Development Services.

"My first priority is organizing our division to be more efficient and friendly for our citizens and the building community," Jenny said.

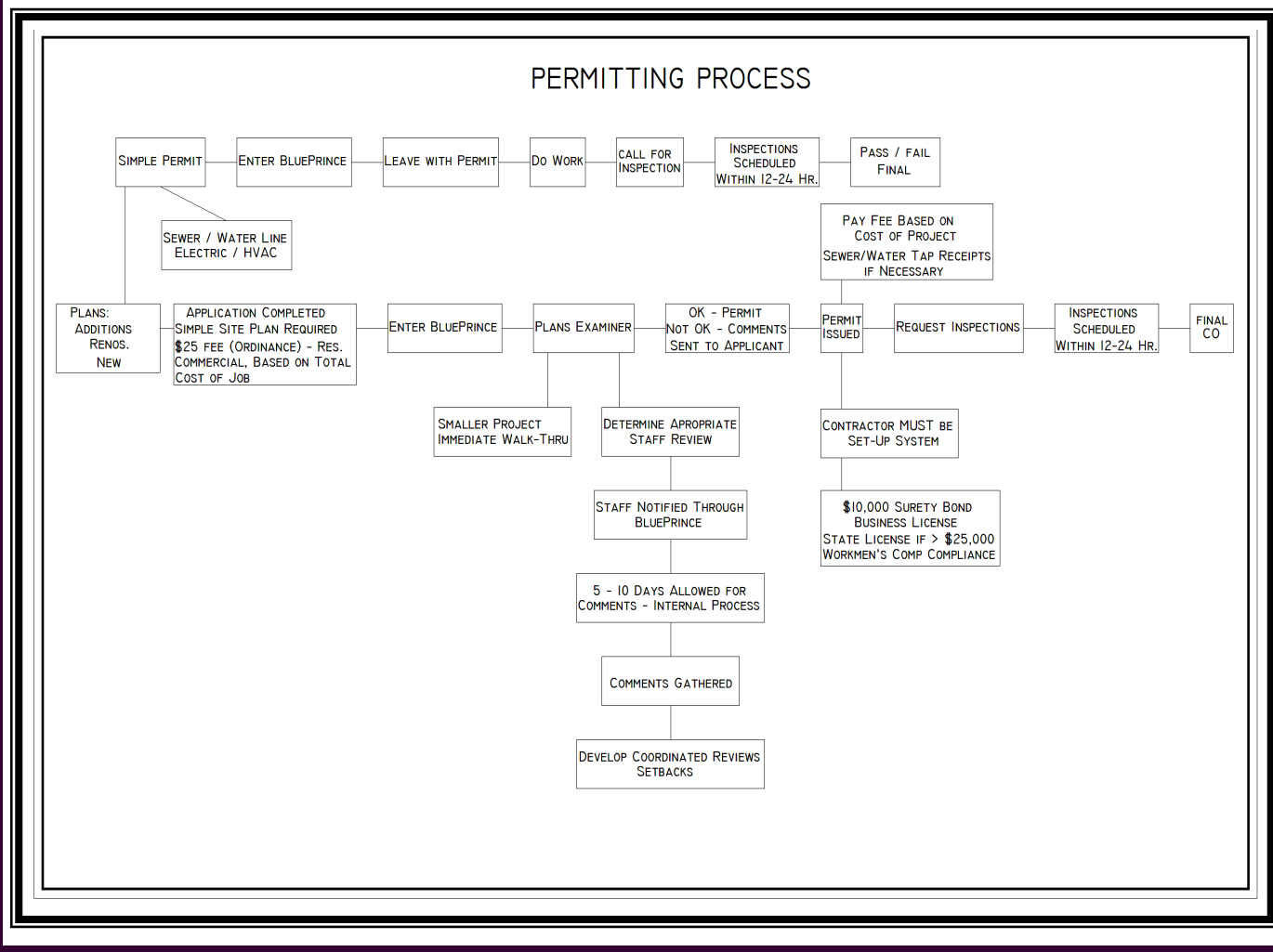
He noted that operating under the new umbrella of Development Services will help with that process.

"We are working directly with Planning and the Fire Marshal's Office," he said. "Our communication is quicker and more efficient."

"Development Services is committed to a comprehensive approach to guide and shape quality development in our region," Carrier noted. "With Dave's leadership, I feel confident our Codes Division will help us achieve that mission."



“My first priority is organizing our division to be more efficient and friendly for our citizens and the building community.”



Community Development

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Community Development

The Community Development Division coordinates federal, state, and local resources to implement housing rehabilitation, homeownership, homeless shelters, and other housing development activities. In addition, the division also funds fair housing activities; park expansion and development in low and moderate income neighborhoods; economic development activities and provides assistance with community facility improvements for the handicapped; as well as, community support services for the at-

risk population. The Community Development Program is guided by a five year strategy based upon a community needs assessment and a series of one year plans developed by the Community Development staff with the assistance and input of a fourteen member Housing and Community Development Advisory Board. The annual plan outlines the programs that will be provided to help meet the needs that have been identified and the financial resources that will be commit-

ted to implement the programs. In addition to the annual plan, the local program must submit an annual performance report to the community and to the Department of Housing and Urban Development outlining the accomplishments of the program each fiscal year.



From left to right-Rep. Phil Roe; HUD-Knoxville Office Director, Ed Ellis; V.A. Homeless Program Services Director; Steven Patterson, City CD Coordinator, Steve Baldwin

COMMUNITY DEVELOPMENT STAFF PARTICIPATE IN VETERANS HOUSING MEETINGS AND TOUR

Staff from the City's Community Development Division participated in recent meetings here in

Johnson City along with a tour of veterans supportive housing as part of an effort from federal, state, and local officials to focus closer on the needs of local veterans in our community. The meetings included representatives from the Mountain Home Veterans Administration, U.S. Department Of Housing and Urban Development – Knoxville, U.S. Representative Phil Roe and members of his District Staff, local non-profit veterans housing developers and local housing authority officials. The meetings not only included discussions on the need for more affordable housing for veterans, but also added support services for veterans along with the housing and on-going case management.

The Affordable Housing Landscape- Spring 2012 (July 1, 2011 - March 31, 2012)

Households Assisted into Homeownership	12
Homeowners Assisted with Rehabilitation:	
• Emergency (under \$10,000)	9
• Substantial (\$10,000 – 25,000)	6
Homeowners Assisted with Reconstruction of Homes	3
Infrastructure Construction Started on the Village at King Springs Subdivision:	
• Single-family units	17
• Senior multi-family units	24

City's Weed and Seed Program transitions to Local Program

The City's Weed and Seed program, which has been supported by a U.S. Justice Department grant for the past four years is transitioning to a local program due to federal funding for all programs across the country ending on March 31, 2012. This innovative neighborhood empowerment program works through four program areas: Law Enforcement, Community Policing, Prevention Intervention and Treatment and Neighborhood Restoration. The program currently operates and is under the direction of the City's Police Department and the Development Services Department's-Community Development Division. The program is coordinated by a twenty-five member community steering committee that includes at least a third of their members being residents from the neighborhoods that are participating in the program. The steering committee recently voted to change the name of the program to the *Johnson City Neighborhoods Partnerships Program* to better reflect the change in focus from a federal program to a local one. Currently the following neighborhoods are included in the program: West Davis Park, Carnegie, Mountain Home, Pine Grove, Southside, and the Keystone/King Springs neighborhood.



The Community Development staff also helps to coordinate other community initiatives. The Neighborhood Action Committee facilitates a partnership between the Johnson City Police Department and neighborhoods throughout the city, which provides support and technical information to address specific concerns, such as speed bumps, suspicious activity, loitering, and to reach a resolution with added police presence or the establishment of neighborhood watch groups. A meeting was recently held at the Johnson City Public Library on the evening of April 17, 2012 with approximately 40 neighborhood leaders from across the City. The meeting covered an overview of the NAC Initiative, discussions of key city-wide projects that are currently ongoing and in the planning stages, and an open question and answer session for the neighborhoods to ask questions of the City staff concerning specific issues in their neighborhoods.

Metropolitan Transportation Planning Organization (MTPO)

MTPO

Glenn Berry

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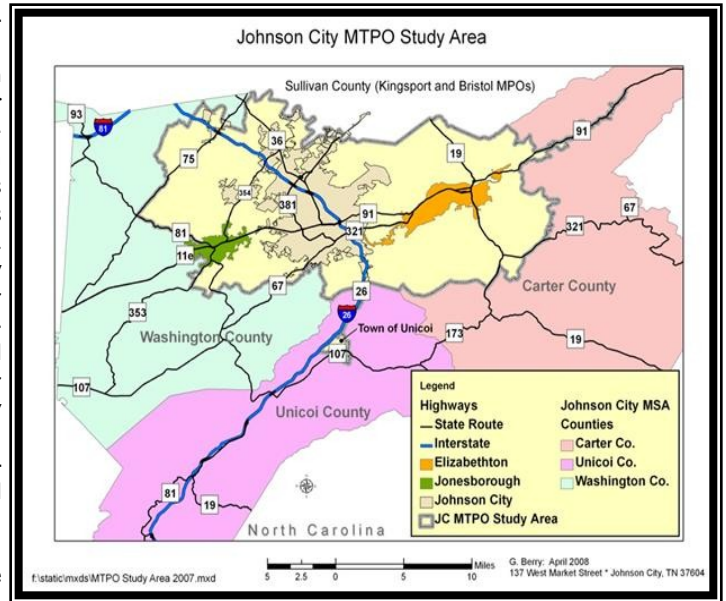
Jeff Rawles

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The Johnson City Metropolitan Transportation Planning Organization (MTPO) is the regional transportation planning organization for our area. Our area includes Johnson City, Jonesborough, Elizabethton, a small portion of the town of Unicoi, as well as, parts of Washington and Carter counties classified as "urbanized" by the U.S. Census Bureau. Current federal law requires all urbanized areas over 50,000 to establish an MTPO to conduct "Continuous, Cooperative and Comprehensive (3Cs)" planning for transportation. The Johnson City

MTPO was established in 1982 when the Johnson City Urbanized Area exceeded the 50,000 population threshold. Today the Johnson City Urbanized Area has an official population of 120,415 and is the largest urbanized area in Northeast Tennessee.

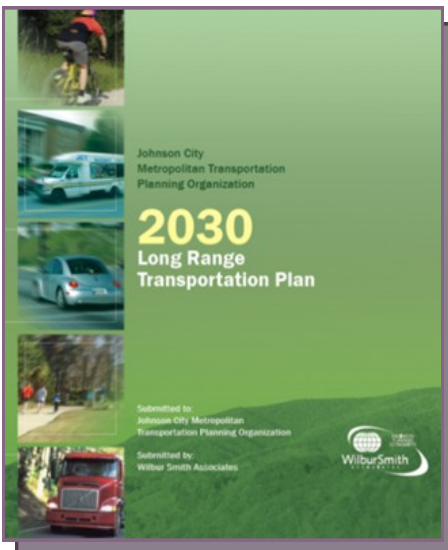
The MTPO is comprised of an Executive Board which has the authority to approve plans, funding, and the annual work program for the staff. The federal government provides at least 80 percent of all funding for the MTPO. Johnson City is the lead agency for the MTPO and provides 20 percent "matching funds." For special projects, other jurisdictions provide the matching funds.



The staff works directly with the Tennessee Department of Transportation (TDOT), Federal Highway Administration, Federal Transit Administration, as well as, other federal agencies. Since its establishment in 1982, the MTPO has worked on the following major transportation projects:

Long Range Transportation Plan – Public Input Needed

To assist us with updating the plan we need your assistance by completing an online survey. The survey can be found at the following link: <http://www.surveymonkey.com/s/7HHKCD9>



It takes about 10 minutes to complete the survey and this helps to maintain federal transportation funds for transportation for projects like SR 36 (Kingsport Highway) Improvements and Johnson City Transit funds.

- I-26 designation and construction over Sam's Gap to North Carolina
- State of Franklin Road (US 381)
- State Route 67 to Elizabethton
- US 19E from Elizabethton to Bluff City
- SR 36 (Kingsport Highway) Improvements – Currently under construction
- SR 362 (Gap Creek Road) Improvements – Currently under construction
- I-26 Interchange Upgrades – Currently being designed
- Exit 13 ("Gray Exit" SR 75 with I-26)
- Exit 17 ("Boone's Creek Exit" SR 354 with I-26)
- Exit 24 (University Parkway with I-26: ramp improvements only)

www.jcmpo.org

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BBC – Board of Building Codes, 1st Tuesday @ 4 p.m., only as needed

BDSR – Board of Dwelling Standards, 4th Thursday @ 7 p.m., no meetings in Nov. and Dec.

BZA – Board of Zoning Appeals, 2nd Tuesday @ 9 a.m.

HZC – Historic Zoning Commission, 4th Tuesday @ 5:30 p.m.

H/CD – Housing & Community Development Citizens Advisory Board, 4th Thursday @ 12 p.m., no meetings in June or Dec.

JCNPSC – Johnson City Neighborhood Partnerships Steering Committee, 4th Tuesday @ 11:30 a.m.

JCRPC – Johnson City Regional Planning Commission, 2nd Tuesday @ 6 p.m.



The *Development Services Newsletter* is a quarterly publication designed by the department.
Editor: Dustin V. King Daniels

Announcements and Upcoming Events



- **J. C. 101 - The divisions within the Development Services Department recently took part in the annual J.C. 101 program.** This program consists of 24 hours of government information provided by all departments of the City. It has been designed for the benefit of all citizens of Johnson City to enhance and develop citizen awareness and understanding of the government's role in the community, as well as, achieve the information and background necessary to address community issues and work together for the enhancement of our community.
- **Amendments to the Tree Streets Historic Conservation District Design Guidelines were approved by the HZC at their April meeting.** An updated copy can be found at: <http://www.johnsoncitytn.org/uploads/Documents/Planning/Tree%20Streets%20Amended%202011.pdf>
- **At the May 3, 2012 City Commission meeting, Ordinance 4441-12 was passed at third reading to amend Article VI, Use Requirements By District of the Zoning Ordinance of Johnson City, Tennessee concerning the B-1, B-2, B-3, B-4, B-5, and PB Commercial Districts.** This ordinance is part of a comprehensive revision to the Zoning Ordinance to update the regulations to make them more developer and citizen friendly. Updated copies can be found at: <http://www.johnsoncitytn.org/index.php?page=document-center&path=Planning/Zoning+Code>
- **Beginning July 1st, Water and Sewer Taps will be available for purchase through the Codes Division.**
- **Rails to Trails Project – Blue Plum Festival** The Johnson City MTPD staff and Consultant team will be at the Blue Plum Festival. The team will be setting up the afternoon of Friday, June 1st and all day Saturday, June 2nd until 5:00 p.m. Please visit our booth to find out more about the project or visit our website at: <http://johnsoncityrailstotrails.weebly.com/>
- **Tell us what you think!** Comments, Concerns, Questions.... Send to: dkingdaniels@johnsoncitytn.org.



We're on the web!
www.johnsoncitytn.org